

MEMORANDUM # 3-98

Permit Streamline Procedures (issued 6/16/98, updated 10/1/01)

Inspector's Copy of Completed/Approved Permit Application

The permittee must submit the Inspector's copy of the complete and correct application upon completion of the application review (same time the OSM copy is provided to DMLR).
4 VAC 25-130-773.15

Midterm Reviews

DMLR shall conduct the comprehensive review of the permit at the middle of the permit's term. 4 VAC 25-130-774.11

RENEWAL APPLICATIONS (4 VAC 25-130-774.15)

When renewing a permit, the following material needs to be submitted to the DMLR:

- If the permittee wishes to **renew an existing permit under its current boundaries and conditions** –
 1. Application for permit renewal
 - (a) DMLR-PT-034e – (type of application code = **TJ**). If there are no changes to the existing plans, only the applicable portions of Sections 1 through 3.
 - (b) DMLR-PT-034D – certification.
 - (c) DMLR-PT-034p/DMLR-PT-034o – only if there are changes to the information currently on file with the Division.
 2. NPDES application (DMLR-PT-128).
 3. Sample public notice.
 4. Proof of publication (must be filed with the Division and made a part of the complete application not later than 4 weeks after the date of publication).
 5. Proof of liability insurance coverage (copy of the current policy on file).
 6. Renewal map with legend (DMLR-PT-017).
 7. Map showing the extent of underground mining (if applicable).
 8. Operator's seeding report (DMLR-PT-011) – only if seeding has occurred since progress report from the previous year.
 9. Evidence that the performance bond is in full force.
- If the permittee wishes to **revise the current plans or extend the mining and reclamation operation beyond the boundaries authorized in the existing permit**, *two separate application packages are to be submitted* as follows, so the DMLR can clearly distinguish between the renewal and revision applications:
 1. **Revision application - DMLR-PT-034e:** Include Sections 1, 2, 21 and those sections proposed to be revised and all applicable sections of the application for the areas to be amended to the existing permit; and
 2. **Renewal application** - (see above).